

MINUTES

BOARD OF MANUFACTURED HOUSING MEETING

Friday, August 19, 2016

1:00 PM

Legislative Office Building, Room 307
33 North State Street, Concord, NH 03301

The following members were present: Chair Mark Tay, Esquire, Lois Parris, Rep. Franklin Sterling, Judy Williams, Kenneth Dame, and Glenn Ritter (arrived later in meeting).

Others in attendance included: Linda Capuchino – OPLC Division Director, and Rick Wisler - clerk of the Board of Manufactured Housing. Also in attendance were Richard Lambert, Joanne Osgood, Jerri King, John Kelley Jr. (all tenants of Woodstock Co-Op), and Chris Clasby (NH Community Loan Fund).

The meeting was called to order by Chair Tay at 1:05 p.m.

Approval of Minutes: The June 3, 2016 minutes were reviewed. Board member Williams moved, Board member Parris seconded, voted unanimously to accept the minutes of the June 3, 2016 meeting.

Docket 16-04 continuance: Chair Tay informed the Board that the respondent requested a continuance of the hearing to seek new counsel. The request was approved and the hearing will be re-scheduled. The Board clerk updated members that Attorney Ari Pollack recently announced his representation of the respondent.

Chair Tay informed everyone the order of agenda items would be slightly changed.

Dockets 17-02 through 17-08 threshold review: Chair Tay informed the audience of the complaint process including the upcoming threshold review of recently received complaints. Chair Tay announced he had thoroughly reviewed all complaints for Dockets 17-02 through 17-08 and found there were common issues of law or fact and, in accordance with Man 208.07(c), will consolidate the cases for the threshold review and subsequent actions, if needed. Following discussion of the complaint issue and group consensus the Board elected to schedule a hearing on the consolidated complaint at their next meeting.

Re-appointment of Robert Hunt: Chair Tay informed the members that Robert Hunt has been re-appointed to another three year term expiring July 16, 2019.

OPLC Technical Division Director Linda Capuchino was introduced to Board members and she expressed her appreciation for the work conducted by the Board.

Docket 16-06 Settlement Agreement: The Board reviewed the settlement agreement arranged by both parties, and unanimously approved the agreement.

Board member Glenn Ritter joined the meeting.

Docket 17-01 threshold review: Chair Mark Tay recused himself from the threshold review due to a prior business association with the respondent. Board member Williams presided. Following discussion and consensus the Board elected to schedule a hearing at their next meeting.

Next Meeting: The Board scheduled the next meeting for Friday September 23, 2016, 1:00 at the LOB.

Adjournment: The board voted to adjourn at 2:05.